

October 2002

Attendees and Area Announcements listed after minutes.

Infrastructure Grant Update - Terminated Projects

A briefing was given on the recommended termination of one of the Part I Tribal Infrastructure Projects. The briefing was given to apprise IP Specialists and project officers that the termination has happened, and to offer some lessons learned from the experience.

Highlights of the discussion included:

- The termination happened through declining to refund the tribes continuation application.
- The project had been struggling for a long time, much of the assistance provided was ignored.
- The project officer and the UNC monitoring activities had provided extensive support to the project, the support was well document by the project officer and UNC's records.
- The project officer and UNC staff had apprised the tribal program of the problems they were having, but the Contracting office had not formally documented the problems formally through a "warning" letter to the tribe.
- Hindsight taught us we should have formally documented the problems through the Contracting Office much earlier, this would have provided support to the project officer's efforts and would have made the negative action easier/smoothen through the contracting office.
- Documentation of problems with a project does not mean the project will fail, it is the first formal step in trying to salvage a project.
- Documentation of serious problems in a project's performance by Contracting gives the project officer and the IP program the option to follow through with negative consequences if a project does not improve.
- Project officers who are experiencing serious performance problems with their projects need to take action to work with Alan Dellapenna and UNC to document problems.

Level II & III Update

The Level II & III revision committee meeting was held in Albuquerque last week. The course revision is coming along very well. Appreciation for the great job committee members are doing was extended. The new Intermediate Injury Prevention Skills Course (Level II) will be presented in Albuquerque in 2-weeks.

The new Advanced Injury Prevention Skills Course (Level III) is on track. The next committee meeting will be in Denver in February. The committee recommended delaying the presentation of the course from its scheduled date in April to June. The move was based on the number of conflicts in April from the Safety in Numbers Conference to Area workshops.

National IP Meeting Status

A national IP specialist meeting had been proposed for this winter at HQE. This has proven to be unrealistic to try to fit another meeting into the busy year. So, a 2-day Injury Prevention Specialists meeting will be held in conjunction with the Fellowship Symposium in Seattle the week of May 19, 2003.

Program Development Fellowship - Recruitment

A series of documents and resources were distributed last month to aid Areas in their recruitment of Fellowship applicants. Area staff reported on their efforts to recruit applicants. Most on the call had heard from prospective applicants. Personal contact with prospective applicants was encouraged over the next month. Area's are encouraged to print copies of the applicant packet to distribute locally. Some problems have been reported experienced printed the application packet from the website.

Tribal Steering Committee

A strategic planning meeting was held Oct 17 and a business meeting was held Oct 18 in Phoenix. The meetings went very well. The TSC is functioning well.

Next Call

November 21, 2002, conference call numbers are the same for each call:

Phone Number: **888-323-7711**

Pass Code: **85538**

Leader: **Alan Dellapenna**

Participants and Area Announcements

Aberdeen: John Weaver, Larry Dauphinais, Gina Locklear.

Albuquerque: Jerry Lee.

Anchorage: Not on the call.

Bemidji: Diana Kuklinski.

Billings: John Sery.

California: Not on the call.

Nashville: Not on the call.

Navajo: Nancy Bill. Nancy will attend the National Indian Education Association meeting with Ann Mitchell the first week of November in Albuquerque. The NHTSA funded Youth Campaign is now being funded through the NIEA. Nancy and Ann will meet with NIEA staff to promote the Youth Campaign during the meeting.

Oklahoma: Harold Cully.

Phoenix: Greg Heck.

Portland: Not on the call.

Tucson: Don Williams.

Environmental Health Support Center: Not on the call.

CDC, David Wallace: Not on the call.

Rockville: Alan Dellapenna.